



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE

Tuesday 5th December 2023 at 6pm in the Village Hall, Lounge

AGENDA

- 1. Declarations of Interest:** To receive any declarations of interest.
- 2. Apologies for Absence:** To receive any apologies for unavoidable absence.
- 3. Actions from the Last Meeting:**
- 4. Minutes:** To approve the minutes of the meeting on 13th September 2023. View Draft Minutes.
- 5. Actions from the Last Meeting:**
 - a) PAT Testing has now been completed.
 - b) Draft budget has been completed.
- 6. Village Hall Recharge Update:** To receive an update from the Clerk.
- 7. Goosfest Review:** To review the events held in the Village Hall, consider concerns and note any recommendations for next year.
- 8. Village Hall Maintenance/Repairs:** To report any planned maintenance or repairs, highlight any future requirements and provide an update on actions.
 - a) **Replacement for Broken Conference Chair**
 - b) **Replacement Soap Dispensers**
 - c) **Bluetooth AUX Adapter for Music**
 - d) **Maintenance of the CCTV and Door System** – Routine annual maintenance has been carried out and a back up battery for the door system has been installed.
 - e) **Hallway Lighting** – The broken light in the hallway outside of the Committee Room has been replaced and a new bulb put into the second light on the corridor.
 - f) **Repair Work to Water Boiler** – Replacement of burnt out fused spur and repair of back box.
 - g) **Guttering Sealant Contribution** - £1,000 contribution approved, awaiting invoice.
 - h) **Website Updates** – New pictures of Committee Room and more information about hire for children's parties.
- 9. Caretaking & Cleaning:** To receive a report from VH Supervisors on bookings and caretaking arrangements. **See document pack.**
- 10. Meeting Schedule 2024:** To note the schedule of meetings for 2024. **See document pack.**
- 11. Budget Review and Monitoring:** See Detailed Budget Summary and Reserve Report. **See document pack.**
- 12. Village Hall Resilience:** To discuss any planned annual leave and level of cover required.
- 13. Correspondence:** To review any correspondence received since the last meeting.
- 14. Minor Items and Items for the Next Meeting**
- 15. Date of Next Meeting:** Tuesday 5th March 2023